



# The Library Network

## Libraries Working Together

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### THE LIBRARY NETWORK BOARD PROCEEDINGS August 20, 2020 via RingCentral

The regular meeting of The Library Network (TLN) Board was held on Thursday, August 20.

Board Members present: Mark Wollenweber, Chair; Lois VanStipdonk, Vice-Chair; Victor Cardenas, Secretary; Rita VanBrandeghen, Joe Rozell, Art Woodford, and Debra Green. A quorum.

Board Members Absent & Excused: Stephen Harper.

Additional attendees: Jenny Marr, Steering Committee Representative; Jim Pletz, TLN Director; Celia Morse, Jim Flury, Angie Michelini, Rick Rosekrans, and Judith Kozakowski, TLN.

The Chair called the meeting to order at 10:30 a.m.

#### 1. **Call to audience**

Introduction of Guests – None

Public Comment – None

2. **The Agenda.** Motion by VanStipdonk, supported by Woodford, to approve the revised Agenda, as presented. The revision involved listing a reason for the closed session. Motion carried unanimously. Wollenweber – aye; VanStipdonk – aye; Cardenas – aye; Rozell – aye; Woodford – aye; Green – aye.

The Board held a moment of silence in honor and recognition of Board Member Reginald Williams who passed away on August 14, 2020.

3. **Approval of the Minutes.** Motion by VanStipdonk, supported by Cardenas, to approve the minutes of the July 16, 2020 meeting of the Board, as presented. Motion carried unanimously. Wollenweber – aye; VanStipdonk – aye; Cardenas – aye; Rozell – aye; Woodford – aye; Green – aye.

#### 4. **Communications & Announcements –**

Flury gave a synopsis of his Malaysian presentation of July 19.

5. **Generator Update** – Rosekrans reported that the concrete pad for the generator will be poured the week of August 24. The project engineers are finalizing plans with the city of Novi. A new firm for the project has been assigned, the previous firm became unresponsive. The gas line installation will take place on August 26. Consumer’s Energy wants to install a new meter, although they haven’t installed new meters in over a year.

VanBrandeghen joined the meeting at this time, 10:50 a.m.

6. **New Business-** None

7. **Director’s Search** – The committee met August 13 and identified 5 candidates from a pool of 30. Assessment Center is next, along with reference checks, and background checks.

8. **Reports**

**Steering Committee** – Marr reported that the committee is scheduled to meet later this month to review TLN’s 2020-2021 proposed budget.

Next year’s incoming Steering Committee Chair (Oct. 1), Ishwar Laxminarayan will be unable to chair the committee. A new chair will be named.

**Executive Committee** –Morse reported that the committee met on August 13. They have begun the process of resuming notices to patrons.

Morse provided the following updates:

The Inkster library has a new director coming soon.

The Melvindale library is closed for renovations.

The Ecorse and River Rouge libraries are currently on furlough. The Committee Representatives have been unable to contact anyone within these libraries. It was suggested that the committee reach out to the communities responsible for these libraries and remind them of their long-term obligations to the shared system.

**Finance/Real Estate Committee** – None

**Human Resources Committee** – None

9. **Director’s Report** – Pletz gave a short report of his out-going activities.

10. **Financial Reports** – Motion by VanBrandeghen, supported by Woodford, to receive and file the following reports. Motion carried unanimously. Wollenweber – aye; VanStipdonk –aye; Cardenas – aye; VanBrandeghen – aye; Rozell – aye; Woodford – aye; Green – aye.

- Executive Summary
- Aged Payables Open Items as of 7/31/2020
- Check Register Detail from 7/01/2020 – 7/31/2020
- Aged Receivables Detail as of 7/31/2020
- Summary of Revenue & Expenditures Compared to Budget:  
October 1, 2019 – July 31, 2020
- October 2019 – July 2020 – Income Statement
- Unaudited Balance Sheet as of 7/31/2020

11. **Old Business – None**

12. **Board Member Comments** – None

13. **Board Closed session** – Motion by Cardenas, supported by Woodford, to proceed to close session to discuss TLN’s Director Search. The meeting to be adjourned once the closed session is completed. Motion carried unanimously. Wollenweber – aye; VanStipdonk –aye; Cardenas – aye; VanBrandeghen – aye; Rozell - aye; Woodford – aye; Green – aye.

14. Meeting was adjourned at 11:35 a.m.

14. The next meeting of the Board will be held on:

**Thursday, August 20, 2020 – 10:30 am  
Via RingCentral**

Respectfully submitted,

Mark Wollenweber  
CHAIR

Victor Cardenas  
SECRETARY